

MINUTES OF SEPTEMBER 3, 2002
PARAMEDIC TASK FORCE MEETING
Media Room
Sacramento Airport

<u>MEMBERS PRESENT</u>	<u>EMSA STAFF PRESENT</u>	<u>ALTERNATES PRESENT</u>	<u>MEMBERS ABSENT</u>	<u>ALTERNATES ABSENT</u>
Dean Anderson Darryl Cleveland Tom McGinnis Jim Pointer Kevin White	Nancy Steiner Connie Telford Bonnie Sinz Guest: Rick Maloney, CQI Coordinator, Sacramento Metro FD	Mike Metro	Debbie Becker Bill Bower Terry Crammer Sabina Imrie Carol Gunter Jim Holbrook Bill Koenig Kym Mitchell Jan Ogar Kevin Rittger Cheryl Smith	Linda Anderson Nancy Eubanks Nancy Justin Dick Mayberry Linda Mulgrew Ray Navarro David Nevins Frank Pratt

I Setting of the Agenda

There were no changes to the agenda.

II Review and Approval of June 4, 2002 and July 2, 2002 Meeting Minutes

The minutes were approved with no changes.

III Review of the Latest Draft of the EMS System Evaluation and Improvement Program Model Guidelines

Bonnie Sinz reported to the PTF members that the Data Vision Group had reviewed the Guidelines and recommended that the word "Evaluation" be replaced by "Quality" in the title of the Guidelines because it is more standard terminology in the EMS Community. After much discussion the PTF members present agreed to add the word "Quality" to the title but felt that the word "Evaluation" should remain. The title of the Guidelines will now be "Emergency Medical Services System Evaluation & Quality Improvement Program (EQIP) Model Guidelines". Members present felt that if the title included only "Quality" Improvement, the fact that the Guidelines are intended to be "System" Evaluation and Improvement Guidelines, and not just directly related to patient care, would get lost.

SECTION IV. ACTION TO IMPROVE

Training and Education

There was some discussion that the purpose of this section was confusing and whether it was meant to refer to training and education for a QI process or training and education on implementation of the Guidelines. The PTF members decided that there should be two education components related to training and education: One to describe training and education related to the Action to Improve

Section and a new SECTION V related to implementing the guidelines. Rick Maloney will draft the Training and Education portion on system issues related to the Action to Improve Section and Kevin White will draft the new SECTION V related to implementing the guidelines.

It was also decided that the document needs a Table of Contents which Kevin White will do.

ANNUAL UPDATE GUIDELINES

Bonnie informed the PTF members that this section was added to the latest draft of the Guidelines. There was a question as to what the state is going to do with the information from the Annual Updates. Bonnie explained that in her view the EMS providers would report the information gathered to the local EMS agency, the local EMS agency would compile the information received from the providers and report the information to the state and the state would compile the information received from the local EMS agencies, and the state advisory group would look at the information and create an annual report that is reflective of all the reports. Some members felt that this document should not be so generic that one agency can't identify another agency. They felt that communication between agencies that may already be working on the same issues is important.

During this discussion it was noted that the rolls and responsibilities of the local EMS agencies need to be defined in the EQIP Guidelines and/or in regulations before moving forward with the Annual Update Guidelines Section. Mike Metro, Kevin White and Jim Pointer will work on a draft of defining the role of the local EMS agency.

IV Review of the Latest Draft of Proposed Changes to the CQI Provisions of the Paramedic Regulations

Discussion on this section was postponed until the November meeting.

V Preparation for October Meeting on Continuing Education

Nancy Steiner announced that the Paramedic Task Force and the EMT-I Task Force are planning to have a joint meeting in October to discuss CE issues. She suggested that the first day might focus on discussion on all the different issues and problems involving CE and have someone come to the meeting to discuss on-line programs and what kind of things can be done to provide security and accountability for those programs. The second day she thought would more structured including going over the regulations and the different provisions in the regulations for CE. Some other issues the PTF members thought should be discussed included:

- ? Administering a post test after each CE class
- ? On-line CE programs
- ? Reviewing CECBEMS criteria for approving CE
- ? Lowering the number of hours required for CE for paramedics
- ? More structured CE requirements
- ? Tape/Chart Reviews

VI Input for Vision

Nancy Steiner asked the PTF members present for their input regarding the Vision Process for the final Vision Conference in December. She stated Richard Watson wanted to get input and feedback from all of the Vision Committees, Task Forces and other committees on items such as: ways to keep the progress of the Vision Process moving, was this committee beneficial, what kinds of things should be done differently? Some of the comments from the PTF members present were as follows:

- ? This has been more of a standing committee than a task force. It could have been more comprehensive in some areas if able to focus on one task at a time.
- ? This has been one of the most productive committees I've ever been on.
- ? Would like some form of this committee to continue to exist to deal with issues regarding paramedics and EMTs as they come up. Stay proactive instead of reactive.
- ? There should be a Director's advisory group that represents the constituencies in the state to address ongoing issues with the ability to establish task forces for more complex or intensive issues.
- ? The Commission could be more aggressive in using their technical advisory panels.
- ? If nothing else comes out of the Vision Process, the most important thing that came from it is that the constituent groups are all talking. Whatever it takes to keep the different groups talking is going to be essential.

She will also send out an email on the list serve to query the members of the PTF that were not in attendance at this meeting.

V Schedule Next Meeting

The next meeting will be a joint meeting between the PTF and the EMT-I Task Force and is scheduled for October 1 and 2, 2002 in Burbank.

VI Adjournment

The meeting adjourned at 3:15 p.m.